



LEVA “LEVEL 2: DIGITAL MULTIMEDIA EVIDENCE PROCESSING”

To be conducted June 6 – 10, 2011

NOTEWORTHY: Successful completion of the Level 1, 2 and 3 LEVA courses, holding a current LEVA membership and with validation that image processing has been accomplished for one year, the student will receive LEVA certification as a Forensic Video Technician.

Course Overview

The migration from analog visual security systems to digital recording technology has outpaced all expectations; as a result, almost half of all CCTV evidence seized by police today is digitally based. This course exposes students to the Best Practices for the Acquisition and Processing of Digital Multimedia Evidence (DME). Legal issues relating to the admissibility of DME will be explored in detail with special attention given to verification, authentication and expert requirements. Common compression codecs are examined in depth and students will conduct hands-on work in the nation's most advanced forensic video analysis training laboratory as they develop skills to recover reliable detail from their digital video evidence.

Who Can Apply?

Applicants must have successfully completed LEVA's "Level 1: Forensic Video Analysis & the Law" course.

1) Employees of any international, federal, state/provincial, or local public safety agency including the Dept. of Defense and Dept. of Homeland Security, may apply. Also, students currently enrolled in a bonafide college or university criminal justice program. An applicant for educational pricing should be either a person who is a full-time instructor at a nationally accredited educational facility or is a full-time student not employed in the imaging industry. *Tuition rate is below.

2) A select number of seats are available to the private sector (for-profit businesses) who successfully completed LEVA's Level 1 course noted above. LEVA recognizes that private for-profit businesses occasionally assist law enforcement in the creation or processing of video evidence; therefore. Private sector applicants must obtain a current national criminal background check and attach the results to the course application. Private sector applicants must be able to demonstrate that a significant percentage of their current work responsibility involves processing video images on behalf of law enforcement, government or prosecutorial agencies. With the exception of those applicants who supply video analysis services or CCTV equipment, other private sector applicants whose responsibilities include the development, sales or marketing of products or services to law enforcement will not be considered.

Credits and Certificate: The University of Indianapolis will award a certificate along with four Continuing Education Units to those who successfully complete this course. LEVA will also issue a certificate to each student who passes the course. Graduates may also register with the university to obtain 3 semester hours of credit that are transferable.

Successful completion is required to attend the LEVA course, "Level 3: Advanced Forensic Video Analysis & the Law."

Successful completion of this Level 2 course satisfies a requirement toward LEVA's Forensic Video Technician and Analyst certifications.

Students not seeking Certification may receive a Certificate of Attendance without taking the final course written examination.



- At anytime during the course, a student may elect not to take the final exam or may choose not to accept the results of the final exam. Students who elect either choice are eligible to retake the exam.
- Only those students, who achieve a passing grade in the course, including the final exam, will receive a Certificate of Completion. All others will receive a Certificate of Attendance.
- Students must achieve a Certificate of Completion in lower level courses in order to be eligible to write a higher-level exam.
- Students, who 'opt-out' of the course exam for any reason, may elect to write the exam at any regularly scheduled LEVA exam time offered at the University of Indianapolis during any of the core courses or the LEVA Annual Training Conference.
- The rescheduled exam must be taken within twelve months of the student receiving the Certificate of Attendance.
- Students may retake an exam only once. If a passing score is not achieved, the student must retake the course.

Travel, Accommodation: A block of rooms has been reserved at the Embassy Suites Downtown, 110 West Washington Street. To make a reservation, call (317) 236-1800 and ask for a room in the block under the name "LEVA Level 2". Single rate is \$94 plus tax. Double is \$134 plus tax.

LEVA negotiated complimentary Internet during your stay at the Embassy Suites. You will not be charged the \$12/daily normal fee.

Also, the hotel rate includes a full breakfast with made-to-order omelets and more.

It is essential that students traveling to Indianapolis stay at the Embassy Suites to maintain class integrity. LEVA provides complimentary transportation between that hotel only and the university each day of the class. Once you are notified that your application was accepted, contact the hotel immediately and reserve a room in the LEVA block.

You don't need to rent a car unless there's some compelling reason.

For those flying in, it is recommended you make arrangements with Carey Transportation to meet you at the airport and drive you to the hotel. Sharing a ride is about \$16 one-way. Call them a day or two before your arrival to arrange pickup, (317) 241-2522.

Nearest major airport: Indianapolis International (IND).

Meals: Breakfast and lunch included. A full breakfast is included in the hotel rate. Cost for lunch and break snacks during class days is included in the tuition.

Ground Transportation: LEVA provides **complimentary** transportation between the Embassy Suites only and the university each day of the class. A crucial study group and material review meeting will be held there the night prior to the final exam. Once you are notified that you are on the roster, contact the hotel immediately and reserve a room in the LEVA block.

ADVISORY: The course will end by 4:00 P.M. on that Friday. Students should not schedule a flight out Friday evening before 6:00 P.M. For those departing Friday evening, unless otherwise



announced, the LEVA bus will depart UIIndy Friday after class and drop students off at the airport before returning to the Embassy Suites.

Tuition: \$900 for full-time employees of law enforcement / public safety / government / educational

\$2500 for Corporate / Private Sector employees

NOTE: The seat is not guaranteed until tuition is paid.

Unless otherwise arranged with LEVA, students accepted to attend must pay the course fee by May 27, 2011. Do not send the course fee with the application. Only when an applicant is offered a seat and confirms the invitation should payment be processed. Payment options are check, credit card (Visa, Mastercard and American Express only), mail check to LEVA or by cash or check (collected on first day of class). Detailed payment instructions will be provided after you are notified your application has been accepted.

Application

Clearly print or type the information using the form below and submit it by June 1, 2011. The fax number is at the bottom of the form. A message will be e-mailed out within 24 hours notifying of the application results.

[PDF Application Form](#) for full-time employees of law enforcement / public safety / government

[PDF Application Form](#) for Corporate / Private Sector

REFUND POLICY: With the exception of war, government regulation, disaster, strikes or exigent circumstances, no refunds once tuition received. In the event a student must cancel for a reason other than listed above, a credit will be given to apply the amount to a future LEVA class. Credit from class cannot be applied for the annual conference registration.

Essential Disclaimer

Graduates of the course receive a LEVA certificate indicating successful completion of the 40-hour curriculum. That certificate should NOT be interpreted as a certification of any type. The disclaimer and student's signature on the course application further indicate they fully understand they are not receiving any certification from this course and must refer to this training as LEVA's on their resume, CV or any discoverable document. This class is not conducted to officially endorse any product or service.

Additional Information

For additional information regarding this course, contact Mr. Jan Garvin, LEVA Forensic Video Training VP, at (540) 842-1742 or email: training@leva.org